



VILLAGE OF MARVIN

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PLANNING BOARD MEETING MINUTES

December 15, 2020 – 6:30pm – Virtual Meeting
Village Hall, 10004 New Town Road

AGENDA ITEMS

1. Call to Order

Vice-Chair Cates called the meeting to order at 6:34pm.

2. Determine Quorum

Vice-Chair Cates determined a quorum was present.

Present: Vice-Chair Cates

Present Virtually: Chairman Jones, Malinda Daniel, Mark Petersen, Michael Lavelle, Kent Renner

Absent: Paul Cappiello

Staff Present: Rohit Ammanamanchi, Austin W. Yow, Christina Amos

MOTION: Malinda Daniel moved to allow Vice-Chair Cates to preside over the meeting. Michael Lavelle seconded the motion.

VOTE: The motion passed unanimously.

3. Adoption of the Agenda

MOTION: Chairman Jones moved to adopt the agenda as presented. Mark Petersen seconded the motion.

VOTE: The motion passed unanimously.

4. Adoption of the Meeting Minutes for: 11/17/20

MOTION: Mark Petersen moved to adopt the minutes for 11/17/20 as presented. Malinda Daniel seconded the motion.

VOTE: The motion passed unanimously.

5. Public Comment Period

No comments were given.

ITEMS OF DISCUSSION

TIME STAMP 3:55

1. Discussion of Marvin Gardens Welcome Signage

Asa Harris of Harris Development proposed to install an unlit sign on the wall of the retention pond at Marvin Gardens that would say "Publix welcomes you to the Village of Marvin." Mr. Harris asked the Planning Board for feedback. The Planning Board discussed this item in-depth, suggested revisions, and unanimously encouraged Mr. Harris to move forward with beginning the application process.

TIME STAMP 22:50

2. Discussion of Conditional Use Permit Application #20-12548: Pool in a Side Yard at 1901 Grigg Lane

Rohit Ammanamanchi, Planning & Zoning Administrator, explained that a conditional use permit is required for a pool with a side setback of less than 150ft to be installed in a side yard. The ordinance has no required minimum setback for a pool in a side yard, but pools in rear yards require a 20ft side setback.

The Planning Board, by unanimous consent, allowed the applicant, Matthew Ferris, and the contractor, Ken McKee to speak. Mr. Ferris spoke on similar nearby properties with pools in their side yard and asked the Planning Board for approval. Mr. Ferris noted that he received approval from his neighbor and his HOA. Mr. Ferris stated he would install the required screening of evergreen trees, in addition to a wall. Mr. Ferris and Mr. McKee addressed questions from the Planning Board about moving the pool slightly closer to the house, as well as questions regarding the height and building materials of the proposed wall that would aid with screening. They stated they were willing to reconfigure the pool to provide a greater setback, if requested. Mr. Ammanamanchi clarified that the pool will need to be screened on all sides.

MOTION: Mark Petersen moved to approve as presented. Mike Lavelle seconded the motion.

MOTION: Mark Petersen moved to amend his motion, moving to include the wording which reaffirms that all the required screening will also be built with the pool. Mike Lavelle seconded the motion.

VOTE: The amended motion passed unanimously.

TIME STAMP 46:40

3. Discussion of Conditional Use Permit Application #20-12554: Pool in Rear Yard that abuts Side Yard at 2028 Groves Edge Lane

Mr. Ammanamanchi explained that the proposed pool would be 71ft from the side yard neighbor, 42ft from the side yard, and 86ft from the street. He explained that the house across Red Twig Court had a CUP approved for a pool in the exact same situation. The Board discussed the proposed screening for the pool. Mr. Ammanamanchi advised that the screening needs to be evergreens and that there is a height requirement.

MOTION: Malinda Daniel moved to approve the CUP under the conditions that landscaping requirements be met. Kent Renner seconded the motion.

VOTE: The motion passed unanimously.

TIME STAMP 52:30

4. Discussion and Preliminary DRB Review of New Village Hall Elevations and Timeline for Construction

Mr. Ammanamanchi and Christina Amos, Village Manager, explained that this meeting is the first of a few meetings to review the plans for the new Village Hall to be built on the corner of New Town Road and Marvin School Road. She explained that the civil and landscaping plans will be presented at the January Planning Board meeting. The Planning Board discussed this item in-depth. Ms. Amos presented the Village Hall project timeline to the Board and answered their questions. *(See attached timeline, which is hereby incorporated as a reference into these minutes).*

TIME STAMP 1:17:15

5. Discussion of Development Finance Institute (DFI) Progress and December Marvin Heritage District Strategic Plan Committee Meeting

Mr. Ammanamanchi explained that the December Committee meeting was cancelled to allow DFI to complete a draft of the three feasibility scenarios. DFI received the scenarios during the previous week and are currently working on their report. Mr. Ammanamanchi briefly showed visual representations of the scenarios on Google MyMaps. The Planning Board discussed the scenarios in-depth. DFI is expected to have a complete draft of their report in January.

TIME STAMP 1:36:15

6. Discussion of Union County 2050 Comprehensive Plan and Public Input Solicitation

(<https://www.unioncountync.gov/departments/planning-building-development/union-county-2050-comprehensive-plan>)

Mr. Ammanamanchi explained that the public comment period for the Union County 2050 Comprehensive Plan ends Friday, December 18. Mr. Ammanamanchi played a video from Union County on the goals of the 2050 Comprehensive Plan. He then encouraged Planning Board members and the public to submit comments. He then provided an overview of the County's future land use map that is included in the plan.

AGENDA ITEMS

TIME STAMP 1:50:10

1. Review of Action Items

- No action items were assigned during the meeting, but Mr. Ammanamanchi said he would provide a visualization of form-based code at a subsequent meeting.

TIME STAMP 1:53:45

2. Board Member Comments

Chairman Jones: He thanked Vice-Chair Cates for running the meeting, as he is recovering from his recent surgery.

Vice-Chair Cates: She stated she was glad Chairman Jones is well and encouraged everyone to stay safe this holiday season.

Malinda Daniel: No comments.

Mark Petersen: No comments.

Michael Lavelle: He wished everyone a Happy Holiday and hoped everyone stays safe.

Kent Renner: No comments.

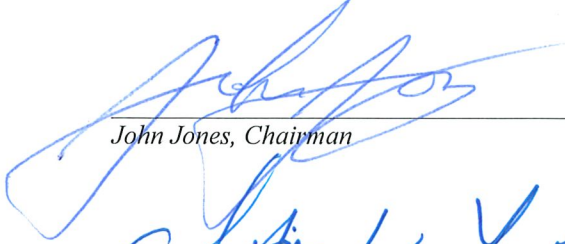
ADJOURNMENT


MOTION: Mark Petersen moved to adjourn the meeting at 8:29pm. Michael Lavelle seconded the motion.

VOTE: The motion passed unanimously.

Adopted: 1-19-21




John Jones, Chairman


Austin W. Yow
Village Clerk & Assistant to the Manager
Village of Marvin

2020-2021 VILLAGE HALL PROJECT TIMELINE (includes First Tryon calendar)

START DATE	DUE DATE	TASK	OWNER	STATUS
11/23	11/23	-Location of VH Decided/Prelim Elevation/Site Approved	VOM	DONE
12/08	12/09	Civil Engineer Contract	VOM	
12/08	12/31	-Have Urban construct the RFP Packet based on approved Village Hall Construction plans and elevations; including the 'Invitation to Bid' (ITB) packet and 'scope of work' - <u>'Single Prime' Construction Management model in the ITB</u>	URBAN	
12/15	12/15	Design Review Board Prelim Review on Elevation	PB	
1/11	1/11	Pre-Application call w/ LGC	First Tryon	
1/19	1/19	Design Review Board First Official Review if we have back	PB	
1/28	1/28	Council Final Plan Approval if we have back	VOM	
		FY20 audit DUE to LGC		
2/2	2/2	RFP Banking Created and Finalized	First Tryon	
2/8	2/8	Banking RFP Out to Bidders	First Tryon	
2/16	2/16	Design Review Board Final Recommendation	PB	
2/19	2/19	-Council Final Plan Approval at Retreat -Preliminary Resolution Auth. Installment Financing Contract/ -Notice of Public Hearing (will need details for agenda publication from First Tryon by February 9th, 2020) Call for public hearing for the 2/9 meeting and draft prelim resolution on 2/17	VOM First Tryon	

START DATE	DUE DATE	TASK	OWNER	STATUS
2/27	3/6	Public Notice of Public Hearing (notice to appear in 2/27 and 3/6 legal section of Inquirer Journal)	VOM	
March	March	-Permitting (driveway permit extension, encroachment agreement with UCPW, grading permit) -Interior Design with subcommittee	VOM	
2/22	3/9	-RFP for Construction (distribute 'Invitation to Bid' and supporting docs to proposed bidder list) -Issue HUB Office Notification (10 days prior Bid Opening) -Staff to Prepare Ad to Publish ' <u>public bid opening</u> ' announcement in the newspaper, NCGS143.129(b) Publication (only required 1 day 7 days prior to opening)	VOM Urban	
2/25	2/25	Construction PreBid Meeting	Urban	
3/1	3/1	Banking Bid Opening and Finalize Prelim Resolution	First Tryon	
3/9	3/9	Construction Bid Opening <i>(will need details for agenda publication from Urban by on March 9, 2020)</i>	Urban/VOM	
3/10	3/10	Special Meeting to Select Construction and Banking Bids Adopt Preliminary Resolution; Hold Public Hearing <i>(will need details for agenda publication from First Tryon by on March 4, 2020)</i>	VOM	
3/9	3/11	LGC Application DUE	First Tryon	
3/31	3/31	Audit Due to LGC	First Tryon	
3/10??	3/31??	Submit Joint Legislative Committee Letter (45 days prior to LGC approval)	First Tryon	
4/13	4/13	LGC Approval	First Tryon	

START DATE	DUE DATE	TASK	OWNER	STATUS
4/13	4/13	Adopt Resolution for Financing Award-Construction and Banking Notice to Proceed Attorney to Prepare AIA Contract Amend Capital Project Ordinance <i>(will need details for agenda publication from First Tryon by on March 5, 2020)</i>	First Tryon/VOM	
4/20	4/20	Loan Closing	First Tryon	
May	June	Ground Breaking		
June	Dec	CO issued by 12/31/21		